

**BOARD OF PAROLE HEARINGS**  
**Best Practices Advisory Committee Meeting**  
**Tuesday, February 19, 2013**  
**OPEN SESSION**  
*(All times are approximate and subject to change.)*

1515 K Street  
Executive Board Room  
Suite 550  
Sacramento, California 95814

NOTE START TIME:     **2:00 p.m.**

**Best Practices Advisory Committee:** The scope of this committee is to identify best administrative processes, hearing practices, and decision review processes and to establish methods for providing meaningful feedback to commissioners concerning hearing practices and decisions. Members of this committee are commissioners Ferguson, LaBahn, Peck, Zarrinam, and Fritz, Chairperson.

**AGENDA**

**MEETING CALLED TO ORDER**

**CONSENT CALENDAR**

1. Roll Call
2. Comments and Clarification regarding Best Practices Advisory Committee Meeting Minutes: January 15, 2013
3. Public Comment - Items on the consent calendar are considered routine and non-controversial. All matters are approved by one motion unless pulled by a Board Member for discussion or separate action. At this time, any member of the public may ask the Board to be heard on any item on the consent calendar.

**REPORTS**

4. Report from Executive Officer
5. Report from Chief Counsel
6. Report from Chairperson
  - *Benchguide Project Update*
  - *Case Compendium Project Update*

**DISCUSSION ITEMS**

7.
  - a) *Administrative Directive on Oral Testimony and Statements at Hearings*, presented by Howard Moseley, Chief Counsel
  - b) Board Questions and Comments
  - c) Public Comments
  - d) Motion and Votes

**OPEN COMMENTS**

8. BPH Commissioners - Agenda Items for Future Meetings
9. Open Comment - Comments are limited to five minutes. The public may comment on any item related to committee business. The Board will not consider comments about future parole hearings. Those comments should be sent to the prison where the inmate is housed so that they can be considered by the panel assigned to the case.

**ADJOURNMENT**

**For disability related accommodations, please contact the BPH Americans with Disabilities Act Coordinator at (916) 445-4072, at least five (5) working days prior to the scheduled meeting. All persons and property entering into this facility may be subject to search. No unauthorized weapons are allowed pursuant to Penal Code Section 171b.**